

## BOARD OF DIRECTORS

**NOVEMBER 20, 2018**

### CALL TO ORDER

A regular meeting of the Board of Directors of the Organ Historical Society was called to order by the Chair, Michael Quimby, at 8:01 EST by teleconference on November 20, 2018.

### ROLL CALL AND APPROVAL OF MINUTES

A quorum was established. Members in attendance were:

Craig Cramer, Secretary; Gregory Crowell, Member of the board; William Czelusniak, Vice Chair; Anne Laver, Member of the board; W. Edward McCall, CEO of the Organ Historical Society; Michael Quimby, Chair; Patrick Summers, Treasurer

Without objection, the minutes of the October 16, 2018 meeting were approved.

The board recognized Patrick Summers, the new treasurer as of August 1, 2018. The Board likewise welcomed W. Edward McCall, the new OHS CEO, as of August 1, 2018.

### FINANCE COMMITTEE REPORT

Anne Laver reported on the work of the Finance Committee. Members of the committee are actively addressing cash-flow issues that have cropped up from time to time.

### TREASURER'S REPORT

Patrick Summers noted some problems with the way the budget has been reported, and he clarified those points for the Board. Overall the budget will clarify when the new software management system is in place. System-generated reports are more reliable than the kind of manual systems that have been in place to this point.

Patrick is cleaning up areas of the budget that have shown up of late; he expects this project to take about six months. A new bookkeeper will help to keep track of the Society's finances on a twice-weekly basis.

CEO Ed McCall commented on restricted funds, grants, and gifts. Ed is counting on the new software to handle and oversee every line item in the budget. Patrick and Anne noted that Will Bridegam will help with the budget as a member of the Finance Committee. Will's history with the Society and his vast knowledge of the finances over many years have proven to be invaluable to members of the Finance Committee, the CEO, and the Treasurer.

### REPORTS OF OFFICERS

The TIAA retirement plan was approved by the National Council in 1997. Ed is now the admin-

istrator of this plan; he plans as soon as possible to roll these funds over into 401 (K) plans. The administrative costs and time involved in overseeing the TIAA funds are considerable.

Insurance and Workman's Compensation bills were overdue, and the plans have been paid up and put back on a good footing. The staff and related office functions and people are covered; the organ, and a nearby storage unit in New Jersey are not covered at this moment. Ed will continue to oversee these policies and bring everything up to date.

Ed has been trying to reduce monthly bills. He has talked with various companies to reduce the phone bill. However, we are locked into a three-year contract with Comstar, so this issue will be re-visited in the future.

The Blackbaud system is complex, but the investment of time will be worth it when the new system is up and fully functional.

The eShoppe is up and running on the OHS website. This store will start out with a few items and will hope to pick up from there over the next year or so.

Ed noted that there is a budget deficit, and he is working hard to reconcile budgets, bank accounts, endowment funds, and various miscellaneous funds. He is getting a handle on the finances and outstanding invoices. Ed is moving toward a balanced budget, but it will take time to bring the Society's finances into line.

The proposed budget for 2019 was considered line-by-line. The members of the board deferred approval until the December meeting in order to re-visit the budget one more time so that necessary and pressing adjustments can be made.

Ed reported on some details of the Dallas convention in 2019. The schedule is taking shape, and the artists have all been contracted.

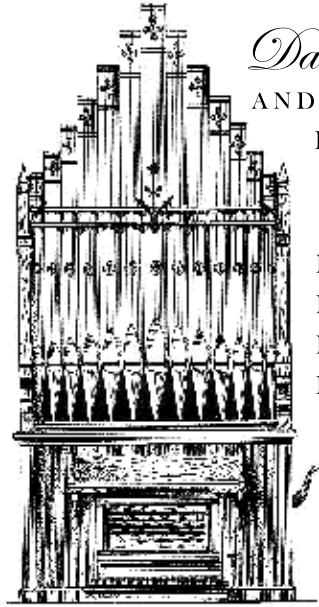
### NEXT MEETING

The next meeting of the Board of Directors will take place by teleconference on Tuesday, December 18, 2018 at 8:00 p.m. EST.

### ADJOURNMENT

The meeting was adjourned at 9:11 p.m.

Respectfully submitted,  
Craig Cramer  
Secretary



*David E. Wallace*  
AND COMPANY, L.L.C.

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*Scattered leaves ... from our Scrapbook*

I am not ashamed of sentiment, without which no one, I think, can really love music with his whole heart. Cleverness in musical form and development may make a certain appeal, but one who is devoid of sentiment or sympathy can never get to the heart of music.

Alfred Hollins

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